

### **Community Service (Adult):**

*Pursuant to Texas Code of Criminal Procedure § 45.049, the court may only order community service be performed for a **governmental entity or a nonprofit organization** that provides services to the general public that enhance social welfare and the general well-being of the community.*

**Community service hours MUST be completed at one of the non-profit or governmental organizations approved by the Cedar Park Municipal Court and listed below. Community service hours that are performed at an agency other than those approved by this Court may be denied.**

**Please read through the list carefully, as each agency may have different requirements, and be aware that all community service hours will be verified by the Court.**

Also attached to this notice is the Community Service Time Log. The log **must** reflect each date that community service hours were performed, the name of the organization, a description of the work, the number of hours performed that day, and **must** be signed by the approved supervisor and include the organization's telephone number. If community service is performed at multiple agencies, a separate log will be required.

Those defendants performing community service will be expected to comply with all rules and regulations of the agency where the hours are being performed. Disrespectful behavior or vulgar language will not be tolerated, and appropriate attire must be worn. **Failure to comply with the agency's policies could result in a denial of community service.**

<p><b><u>Goodwill Industries of Central Texas</u></b></p> <p><u>Approved Cedar Park Locations:</u> -75 Brushy Creek / <b>249-5300</b> -1911 N. Bell / <b>259-4392</b> -2729 E Whitestone Blvd./ <b>681-3349</b> -2051 Cypress Creek Rd / <b>258-7081</b></p> <p><i>(Orientation needed prior to community service. 1 hr credit given for attending).</i></p>	<p><b><u>Reveal Resource Center</u></b> Located at Twin Lakes Fellowship 1150 S. Bell Blvd Cedar Park, TX 78613 512-981-7721 Monday &amp; Tuesday – 9am to 1pm</p>
<p><b><u>Williamson Co. Animal Shelter</u></b> 1855 SE Inner Loop Georgetown, TX 78626 512-943-3322</p>	<p><b><u>City of Cedar Park – Parks Department</u></b> (see attached flyer for details) 220 Old Hwy 183, Cedar Park, TX 512-401-5520 or 512-506-1795</p>
<p><b><u>Life Bridge Job Corps</u></b> 1150 S Bell Blvd. Cedar Park, TX 78613 512-423-0929</p>	<p><b><u>Neighborhood Sports</u></b> (No violent offenses) Call for location and scheduled time. 512-918-3524</p>

Defendant's Name: \_\_\_\_\_

Hours - Due by \_\_\_\_\_



## Community Service Time Log

According to the conditions of your order, you are responsible for completing community service. This form is to provide verification of those hours. **If each section is not completed fully, the community service hours will not be accepted.**

You are required to bring this completed form back to court on or before the date ordered. You may fax to 512-259-9796 or email to [municipal.court@cedarparktexas.gov](mailto:municipal.court@cedarparktexas.gov)

Date	Work Description <i>(each section must be completed)</i>	Time In	Time Out	# of hours	Contact Information <i>(each section must be completed)</i>
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____
	Organization: Description of Work:				Supervisor (print): _____ Signature: _____ Telephone: _____

**TOTAL HOURS WORKED:**

### FOR COURT USE ONLY:

Date hours verified:

Date stamp received:

Notes:

**City of Cedar Park - Parks & Recreation Department**  
**COMMUNITY SERVICE**

***Must be 18 years or older***

***Monday thru Friday No appointment needed***  
***Saturdays, Sundays, and Holidays – Appointment needed***

***Call 512-506-1795 or 512-401-5520***

***REPORT TO: 220 Old Highway 183 (Old Fire Station),  
Cedar Park, TX***

- ❖ **Work days are 7 days a week during the following times:**  
**Arrive 10 minutes before the shift you are working and bring your court paperwork with valid identification.**

Monday – Sunday: Full days are from 7:00 am – 3:30 pm with ½ hour lunch  
Half days are from 7:00 am – 12:00 pm or 12:30 pm – 3:30 pm

- ❖ ***Wear comfortable covered shoes, pants, and shirt and be aware they will get dirty. No sandals. No Shorts. No tube tops. No muscle shirts or clothing with offensive, obscene, suggestive words or pictures. If not properly dressed, you will be sent home.***
- ❖ **No iPods, no cell phones allowed**
- ❖ **You may work half days if needed, however must work a full session unless you are completing your hours.**
- ❖ **Work includes cleaning parks, painting, trimming, and general labor.**
- ❖ **You may bring your lunch or money to buy lunch.**
- ❖ **Please report for community service ten minutes early.**
- ❖ **If you have any questions, please call 512-506-1795 or 512-401-5520.**

